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STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY
MAINE EMERGENCY MEDICAL SERVICES
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MICHAEL P. CANTARA
COMMISSIONER

JAY BRADSHAW
DIRECTOR

BOARD OF EMS MEETING
DECEMBER 7, 2005
9:30 AM
MAINE EMS CONFERENCE ROOM

MINUTES (FINAL)

Board Members: Steve Leach, (chair), Wayne Werts (chair-elect), John Alexander, Bob Ashby, Alan Azzara, Joe Conley, Oden Cassidy, Richard Doughty, Bill Dunwoody, Kevin Kendall, Penny Kneeland, Paul Knowlton, Jim McKenney, Steve Diaz (ex-officio)

Regional Coordinators: Joanne LeBrun, Rick Petrie

Maine EMS Staff: Jay Bradshaw, Dwight Corning, Dawn Kinney, Drexell White, Ben Woodard

Office of the Attorney General: Laura Yustak Smith, AAG

Guests: None present

- 1) Introductions – not necessary
- 2) Approval of October 5, 2005, meeting minutes

MOTION: To approved the minutes of the October 5, meeting as corrected. (Dunwoody; seconded by Alexander) Unanimous.

- 3) Old Business
 - a) EMS Assessment Report.
Jay reported that the Regulation & Policy work group held an all day meeting on November 17 focusing on the core functions of the EMS system. It is anticipated this group will conclude its Phase 1 work on December 15.
- 4) New Business
 - a) Operations Team Action Items – at the meeting on December 6, there was considerable discussion about the new Integrated Practical Exam process. The exams conducted to date have received positive feedback; however, it is representing an unanticipated expenditure of time from the regional offices during this transitional period. MEMS will waive the \$250 IPE fee for the current semester.

b) Education Committee Action Items

None at this time

c) Investigations Committee Action Items (this agenda item was taken after the other business matters, but is recorded in the order in which it appeared on the agenda).

Update on Warren Ambulance Service (WAS) – the attorney for WAS has filed a civil action appeal in Superior Court. In response, MEMS has filed a transcript and records of the proceeding and is now waiting for WAS' response.

MOTION: To enter Executive Session regarding Case # 05-04 for the purpose of updating Board on current investigation and to obtain legal advice on confidential matters pursuant to 1 MRSA § 405(6)(E), 1 MRSA § 405(6)(F), and 32 MRSA § 92. (Werts; second by Alexander). Unanimous.

Alan Azzara & Joseph Conley recused themselves from this session and left the room.

Executive session started at 10:12 AM

Executive Session ended at 11:17 AM

During this session, the Board was advised of the status of Case # 05-04 and received legal advice regarding options for action against licensee.

MOTION: To proceed with an emergency 30 day revocation in the matter of Case #05-04 based upon Chapter 12 § 1.14, 1.16, and 1.22, because allowing this license to remain valid presents an immediate threat to the public. (Werts; second by Dunwoody). Unanimous.

Joseph Conley rejoined the meeting.

MOTION: To enter Executive Session pursuant to 1 MRSA § 405(6)(E) and 32 MRSA § 92 for the purpose of addressing status of case # 04-21 and to obtain legal advice on confidential matters. (Werts; second by Doughty). Unanimous.

Executive session started at 11:39 AM

Executive session ended at 12:25 PM.

John Alexander and Bill Dunwoody left the meeting at this point.

During this session, the Board received legal advise in the matter of Case #05-04. Jay read the Board's decision and order in this matter, which revokes immediately the license held by Seth Guthartz.

MOTION: To approve the findings as read, notify Mr. Guthartz of the Board's decision and his appeal rights. (Doughty; second by Kneeland). Unanimous.

MOTION: To ratify the Investigation Committee minutes of October 5, 2005. (Doughty; second by Kneeland). Unanimous

MOTION: To approve the terms of the consent agreement in the matter of case # 03-19. (McKenney; second by Doughty). Unanimous

MOTION: To deny a continuance in the matter of case # 03-19. (McKenney; second by Kneeland). Unanimous.

- d) Ambulance Vehicle Operator Course (AVOC) training requirement. Jay provided a recap of the history of the legislation regarding AVOC certification for individuals who routinely operate an ambulance in emergency mode or when carrying a patient. Since it was initially passed, the deadline for compliance has been delayed 3 times – and is currently January 1, 2007.

The Operations Team discussed this and agreed that every effort should be made to meet the current deadline. Staff suggestion was to allow instructors to keep the \$10 fee per student that currently is paid to MEMS (\$5 for MEMS paperwork; \$5 to Highway Safety for processing data to obtain driver's license credit points).

MOTION: To affirm the deadline of 1/1/07 currently in statute and for the duration of 2006 allow instructors to keep the \$10 fee as an incentive to conduct additional AVOC classes. (Alexander; second by Dunwoody). Unanimous.

- e) Board Member Terms
Jay reminded regional representatives that their terms expire this month. Bill Dunwoody announced that he is not interested in reappointment and that KVEMS has submitted candidate names to the Governor's Office for consideration. Other regional representatives were asked to express their interest to their respective councils – MEMS will then forward that information to the Governor's Office.

Sue Dupler has resigned from the Board in order to be able to spend more time with her husband, Ron, who is facing an extended period of rehabilitation following his cardiac arrest several months ago.

- f) Other - none at this time

5) Staff Reports

i) MEMS

- (1) Jay distributed samples of the HeartSafe Community packets that were mailed to every service chiefs in November. This program

seems to have been well received, and we look forward to making formal presentations to communities who attain this status in the coming months.

- (2) Maine EMS Run Reporting (MEMSRR) – instructor training was held December 1 (Lewiston) and December 2 (Augusta) for service administrators. Ben is working on the data dictionary, user manual,

and a policy & procedure manual. The web system will go “live” on January 1, 2006, for services who have obtained approval to convert to electronic run reporting.

- (3) RAED – MEMS will be ordering 160 AEDs this year. The price for AEDs remains the same as last year (\$759 + shipping), but accessory prices have decreased.
- (4) Emergency Medical Dispatch Coordinator – Jay reported that MEMS has received ~ 10 applications for this position and will be interviewing 5 candidates in early January. This position is funded by the E-911 telephone surcharge and will work closely with the Emergency Services Communications Bureau. Legislation passed this year will require all call-takers at PSAPs to be EMD certified by January 1, 2007.

ii) MDPB

Dr. Diaz reported that the Samoset meeting with MDPB and Board members was well attended. Presented for comments and feedback was a draft PowerPoint program on Quality Improvement. The goal of the program is to present provider level information about QA/QI.

There was no November MDPB meeting.

Agenda topics for the December meeting include a presentation on disaster preparedness, including Mark 1 kits, “Go Boxes” and the Advanced HazMat Life Support program; a new intraosseous drill, and an online medical control program.

Dr. Kendall reported that he has been appointed Regional Medical Director for Tri County EMS; however, until the details are sorted out regarding the TCEMS Board seat, he will remain in the latter position, serving as interim medical director.

MOTION: To appoint Dr. Matt Sholl as the Maine ACEP representative to the MDPB. (Kendall; second by Alexander) Unanimous.

6) Other

None at this time

Meeting adjourned at 1:00 PM; next meeting scheduled for Wednesday, January 4, 2006 @ 9:00 AM. (Note time change)